

NCCNA Board Meeting Summary for January 5, 2010, which was held at 950 Glenn Dr., Suite 150, Folsom, CA.

### SUMMARY OF MOTIONS

- To approve the November report.
- To approve the December report.
- To accept Laura Niznik's resignation with great regret.
- To contribute \$1,000 to TNA's Mary Ann Donovan Research Fund.

### DETAILS

The meeting was called to order at 5:10 PM.

Present were Bev Anderson, Penni Smith, Wayne Hewlett, and Karen Polastri and Cas Sammanasu. A quorum existed. Laura Niznik and Amy Considine were not in attendance.

M/S/C to approve the November report as a record of the meeting. M/S/C to approve the December report. No one discussed the issue of minutes.

We received a resignation letter from Laura. Her current obligations preclude her from serving in a meaningful way. She declines to be an emeritus member. M/S/C to accept her resignation with great regret.

Penni gave the account balances. On the last day of December, the bank balance was \$31,083.47. There were seven checks outstanding, totaling \$447.97, so the actual balance was \$30,635.50. The support group sub-accounts totaled \$9,929.77, so the NCCNA general fund had \$20,705.73.

Our end-of-year membership had us with 922 total members. Of those, 464, just over 50%, have renewed for 2010. This is less than the 55% that had renewed at the end-of-year 2008, but we did have the dues sale that probably prompted more people to send in their dues early. The real measure will come when we have to purge the unpaid members in February.

Penni also reviewed our experiment with part-time help. She was very pleased with the person's work, but she didn't understand the scope of the job, and only handled one deposit. She had a previously-scheduled out-of-town vacation for the last two weeks of December, so her help was limited. We have asked her to continue to assist us in January and after our fundraisers, but do not know if she will accept.

Penni passed out a copy of the budget vs. actual report. It is not final, as there are still a few issues she needs to resolve, but the numbers are pretty accurate. She answered a few questions. Board members asked for a line indicating the loss for the year. They also asked for information from previous years. Penni located a few of Dick's reports and promised to include them in the final report.

The board debated how much we should send to the Mary Ann Donovan fund at TNA to support research. We have planned to send money for years, but have never done so do to budget constraints and other issues. After extensive debate, M/S/C to donate \$1,000 to research.

We turned to the annual meeting. We need to decide on a date and location quickly, so we can get it into the February newsletter, which will be going to the editor next Monday. Bev presented various locations, and we pondered the pros and cons. Sierra 2 event center in downtown Sacramento was not available due to remodeling. The Sierra Health Foundation is a beautiful location, and they do not charge non-profits. On the other hand, they are a challenge to park at, and the maximum number they can accommodate is 80. That would be fine if we don't grow, but we had a bit over 70 last year, and would like to do even better this year. Shriner's is nice, but we would also be maxing out the room size there, and the podium location is a challenge for videoing. The Woodland support group does not want to host the event again.

We also discussed speakers and topics. Penni said that the format we have had the last couple years, with a couple of speakers and an afternoon activity, seemed to work well. She stressed that we need to have a good, interesting activity for the event, and one speaker dedicated to leadership development or group enhancement. Bev noted that the pole-walking was well-received, and some groups have done it too, but Penni said we did that just a couple years ago, and we should do something different. Someone suggested Thai Chi. Penni asked if that was significantly different from the yoga of last year, and was told it was.

For speakers, Penni said she enjoyed a speaker at the Auburn meeting who really explained how the nerves work (or don't work) in PN, and how medication affected them. This was a speaker from a pain treatment vendor, so we discussed pain management as a topic. Perhaps Jeffrey Reinking of the Auburn Pain Rehabilitation Medical Clinic.

Karen asked about the leadership development. Two years ago, we had a friend of Laura's give a very practical presentation on dealing with local media. Last year, Dominick told his story and talked about the Neuropathy Action Awareness Day, which wasn't quite leadership/group development, but did stress the need to educate people about neuropathy, especially the media. Karen said she might know someone who can address this, and also said she had a Power Point presentation that might work.

We looked at scheduling. Karen needs something after April 12.

Bev will continue to investigate locations, keeping in mind Karen's schedule, and will get a location and date by the next week.

Penni discussed our arrangement with CAC. In early years, they actually handled our receipts, making our deposits for us and doing the banking. Now, however, Penni is sending everything. She feels that all they are doing, in essence, is taking the data we provide and presenting it in another manner. Bev feels that using CAC provides validation of our systems, and that we should retain them. Penni stated that it does not provide validation when they are just using the data we provide them. It would only provide validation if they went back to source documents, which they don't do. Others agreed that an annual accounting review that did that would be worthwhile. Bev will talk to the owner about doing an annual review instead of their regular accounting. They will, of course, finish out what they were doing in 2009.

Bev passed out the new professional brochure, asking that everyone take a few to have on hand to pass out.

Penni showed everyone a pamphlet she picked up at a printer's as an illustration of how she'd like to revise our brochure, expanding it to an 11" x 17" sheet folded into four columns. This would give us two extra columns. She would like the brochure to provide more information

about neuropathy and about us, including some of the text used in the professional brochure. She would like us to hire our newsletter editor to help us with a redesign. Karen said that she has several designers available through her office, and they might be willing to work on the brochure pro bono. She will check with them to see if they would do so.

We took a look at the strategic plan. We are at the point where we need to make any final revisions and adopt it. Penni brought up Sandra's comments, and the board spent some time working through the phrasing of the revisions she suggested. We then turned to Karen, as she had some comments on the document. Karen said her concerns with the plan were that we need to consider who will do the things in the plan and how they will be paid for. It was getting late, and there wasn't really time to go through the plan item by item that night. Everyone agreed for now to take the plan home and review it thoroughly before the next meeting, keeping in mind Karen's questions as they did so.

Bev mentioned that one idea that came out of the strategic planning meeting was that we give a commission to groups that "sell" a professional membership. We talked about a crediting the group or providing an individual commission. We discussed various amounts and percentages. In the end, we decided not to have an incentive for professional membership recruiting at this point. This is really the first time we have a way to promote the program in any fashion at all, and our plan may be sufficient.

Karen asked about the corporate sponsorship program mentioned in the brochure. Penni explained that it does not yet exist. We need to develop it. There would be a number of issues to discuss.

Once again, we were unable to get to the policy discussions. Penni will send out the membership policy and standing rules for everyone to review. We will have a meeting by phone later in the month to get through these items.

The meeting was adjourned a little after 8:00.